

**Department of Personnel Administration
Memorandum**

TO: Personnel Management Liaisons (PML)

SUBJECT: Employee Assistance Program	REFERENCE NUMBER: 2008-043
DATE ISSUED: 12/05/08	SUPERSEDES:

This memorandum should be forwarded to:

**Personnel Officers
Departmental Employee Assistance Program Coordinators**

FROM: Department of Personnel Administration
Benefits Division

CONTACT: Jackie Hensley, Statewide Employee Assistance Program Manager
(916) 324-9353
Fax: (916) 324-3213
Email: jackiehensley@dpa.ca.gov

As the economic crisis worsens, many State employees and their families are looking for ways to respond to the changing financial situation. One excellent resource is the State's Employee Assistance Program (EAP).

The EAP offers financial consultation, legal advice and stress relief. There are also numerous online tools available on the website www.EAP4SOC.mhn.com that contains a host of financial articles, tools and resources. This is a great place to research a financial question, use a financial calculator, or learn about financial matters. These services are always free and confidential, and access is available anytime by calling 866-327-4762, TDD callers please dial 800-327-0801.

As you look for ways to offer solutions for your employees and coworkers, please remember the EAP. For your convenience, we've attached a sample memorandum that your department can customize and send to your employees.

If you have any questions or need assistance, contact Jackie Hensley at the contact information listed above.

/s/Greg Beatty

Greg Beatty, Chief
Benefits Division

Attachment